

IFB REGISTRATION FORM

IFB PMB-2016-03	FURNISH AND DELIVER NEW MAINTENANCE VEHICLES TO THE HAWAII PUBLIC HOUSING AUTHORITY'S ADMINISTRATIVE OFFICES ON THE ISLANDS OF OAHU AND HAWAII
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INSTRUCTIONS

Please complete this IFB Registration Form and leave original at the respective office where you picked up your bid packet. A copy will be made for you. Take the copy with you as it contains important dates, times and information. If this form is downloaded online with the IFB packet, please fax or email the form to Mr. Rick Sogawa, IFB Coordinator.

Read this packet carefully. If you have any questions, please call the IFB Coordinator at (808) 832-6038.

Pre-Bid Conference:	Monday, March 21, 2016, 9:00 a.m. Hawaii Standard Time (HST) in the HPHA Building A Conference Room No. 1, 1002 North School Street, Honolulu, Hawaii 96817.	
Bid Offer Form Due Date:	Due no later than 10:00 a.m. HST on Friday, April 8, 2016 at the HPHA, Central Files Office, 1002 N. School Street, Building D, Honolulu, Hawaii 96817.	
Bid Opening:	Friday April 8, 2016	10:15 a.m. at the HPHA, Contract and Procurement Office, 1002 N. School Street, Building D, Honolulu, Hawaii 96817.
Date: _____		
Company: _____		
Address: _____		
Phone #: _____ Cell #: _____		
Fax #: _____		
Contact Person: _____		

Signature of Person Receiving the Bid Packet

REQUIRED CERTIFICATIONS:

The following must be submitted with the bid offer form:

- ☒ Hawaii Compliance Express Certificate of Vendor Compliance ☒ Corporate Resolution of Authorized Signer
☒ Wage Certificate

The following must be submitted prior to execution of contract:

- ☒ Certificate of Liability Insurance ☒ Valid Tax Clearance Certificate
☐ Other: _____